

Minutes of Marshall Team Meeting
May 10, 2004

DD01/Rex Geveden: Significant upcoming events discussed included a realignment team meeting with direct reports this afternoon, 3:30 to 5 p.m., in Building 4200, Room 504; the PMC today in room P110; a Safety and Mission Success Week offsite, Thursday, May 13, 1 to 5 p.m., at the Marshall Institute; and the Cultural Change Road Show with Jim Jennings and other Headquarters personnel on Friday, May 14, including a meeting with the direct reports from 8:30 to 9:30 a.m., in room P110, and an all hands meeting from 10 to 11 a.m. in Morris Auditorium. Please encourage attendance at the all hands meeting.

TBE/Mitchell Britt: A close call incident occurred at the central air facility at the south end of Rideout Road where the air used at the Center is generated. A valve body burst due to over-pressurization. Corrective actions included the removal of all valves, development of a fully automated system to better control work orders, and conducting periodic reviews of safety-related work orders. Charts used in this presentation are posted on Inside Marshall.

ED33/NanceJo Ogozalek: When dealing with chemical waste, make sure your container is compatible with the contents. Please go through the safety check list with your summer hires.

QD50/Dennis Davis: The current safety metrics were presented. No significant trends were noted. The lost time mishap rate was down slightly, but the recordable rate was up. The Center has recorded 7 lost time and 30 OSHA recordable personnel injury mishaps since the start of the fiscal year. The number of findings identified by supervisors during safety visits continues to be low. Managers were requested to encourage supervisors and employees to identify and document unsafe conditions and unsafe acts using SOS or SSWP. The percentage of required safety meetings and visits conducted continues to be excellent. Ten organizations were listed on the April Safety Honor Role. A few highlights from a recent back injury prevention class given at MSFC were shown, and an easy exercise to improve back flexibility was demonstrated. Charts used in this presentation are posted on Inside Marshall.

QD40/Fayssal Safie: The External Tank (ET) Return to Flight (RTF) Statistical Team activities were presented. The presentation addressed the team expectations and the on-going activities in support of ET RTF. Specifically, the presentation addressed the major areas of the team involvement and a summary of the PAL Ramp data analysis. The major areas of the team involvement included support for the statistically based test plans, support to the ET integrated process control plan, and the Probabilistic Risk Assessment (PRA) activity to quantify the ET risk reduction due to foam redesign and process enhancement. Charts used in this presentation are posted on Inside Marshall.

CD40/Steve Durham: (1) On May 11, Dr. Adena Loston, the Associate Administrator for Education, will be in Huntsville for a forum on benchmarking educational partnerships at the Marriott Hotel, 8:30 a.m. to 5 p.m. (2) May is Asian Pacific American Heritage month, and this year's program will be held on Wednesday, May 26, at 11 a.m. in Building 4316. Guest speaker is Samuel Mok, Chief Financial Officer for the Department of Labor. Points of contact are Dr. Alan Chow or Chanel Leslie. (3) On May 31 through June 2, the Tennessee Valley Economic Summit will be held at the Knoxville, Tennessee, Convention Center. The Government and Community Relations Department is coordinating this event. (4) The annual Marshall Retiree Banquet will be held at the von Braun Center on June 3. Social begins at 5:30 p.m. with dinner at 7 p.m. and entertainment at 8 p.m. Edwina Bressette is the point of contact.

MP01/Mike Rudolphi: Several of our major prime contractors had some sort of accident at their facility last week. Ruth Harrison, a KSC employee who has been detailed here to help me out until the deputy vacancy is filled, has returned to KSC due to illness. Steve Cash will fill in during this interim time.

XP01/Dan Dumbacher: Systems tests began on X-37 last week. Everything is progressing well.

UP01/Dennis Smith: All systems tests on DART are going well.

OS01/Charles Scales: The Asian Pacific American Celebration on May 26 is a combined NASA/Redstone event.

PS10/Jerry Williams: I would like to introduce Sheryl Goddard, who is from Code H/Headquarters and will be serving as Acting Deputy Procurement Officer in the absence of Byron Butler, who is on a detail to NASA Headquarters. Dave King expressed his appreciation to Ms. Goddard for accepting this assignment.

TD01/Chris Singer: Our Exploration guys presented to the Code T task group on heavy lift and cargo vehicle last week. It went well. Also, the JANNAF conference is being held in Las Vegas, Nevada, this week. This is the one big conference where we can actually present some detailed technical presentations, and we have several people there.

DA01/Jim Bilbro: On Thursday, 8 to 10 a.m., the Booz Allen team will address the core capabilities process and give a description of what is happening to senior management and the assessment team and also the team that has been collecting the data at the Marshall Institute. On Friday morning, 7 to 8:30 a.m., the Booz Allen team will meet with the assessment team here to describe the actual processes that will occur. The evaluation process itself will occur on May 19-20. Thanks to all who have supported this activity.

QD01/Jan Davis: SMS activities are wrapping up in terms of the different champions coming together with their action plans, and those will be presented this Thursday at the off-site. I have noticed a rash of car accidents recently, some resulting in loss time incidents. Please remind your folks to be aware of road signs and speed limits.

Code M has been requesting metrics on programmatic safety. We are to select three projects, or programs, to report on safety metrics. We have not decided which ones we will report on, but we want to let the program and project people know that this will probably happen in the next few weeks.

ED01/Bill Kilpatrick: The Agency chief engineer has initiated an activity looking at policies associated with standardizing the design process. Marshall will support that.

DD01/Rex Geveden: I attended the CaER awards event last week. I appreciated the invitation; it was a lot of fun.

At the invitation of Governor Riley, Administrator Sean O'Keefe addressed a joint session of the Alabama legislature last Thursday. He focused on the importance of Alabama in carrying out the exploration vision and some of the historical support the Agency has received from this State. Several folks from Huntsville attended. It was an outstanding event.

The joint session of the Alabama legislature passed a resolution that urged the United States Congress to support the President's vision for space exploration. The resolution was presented to Mr. O'Keefe by the Governor during the joint session. We were provided a copy to display at Marshall Space Flight Center.

There was an editorial board meeting with the Montgomery Advertiser, a newspaper that is very supportive of us. We had a meeting with the Governor to talk about several topics, including the NSSTC, which came up as a way of implementing this Alabama Exploration Initiative.

DA01/Dave King: I would like to publicly congratulate Rex for being selected as Murray State's 2004 Distinguished Alumnus of the Year. He received the award at the University this past weekend.

Thanks to everyone for making the contractor's breakfast last week a successful event. I appreciated the opportunity to present the excellence awards; congratulations to the recipients of those awards.

